

29 JUN 1964

MEMORANDUM FOR: Chief, Audit Staff

SUBJECT : Education Allowances for [] Personnel

REFERENCE : Memorandum for Chief, Finance Division from
Acting Chief, Audit Staff dated 5 March 1963

25X1A2G 1. In reply to referenced memorandum the education allowances paid to the [] personnel were recorded in Headquarters Memorandum Accounts for further follow-up. A resume of action taken is as follows:

a. Action completed 9 April 1963 on paragraph 1 of reference.

	<u>Employee</u>	<u>Voucher Number</u>	<u>Date</u>	<u>Amount</u>	<u>Remarks</u>
25X1A2E	[]	319218	25 Oct. 1962	\$1,160.00	Adjusted by Vou. # 350792 dated 9 April 1963. Amounts recorded in Individual Memo- randum Accounts.
		324019	21 Nov. 1962	2,092.00	
		312371	19 Sept. 1962	3,330.00	
		328821	19 Dec. 1962	73.98	
25X1A2E	[]	243262	2 Apr. 1962	500.00	These amounts represents reim- bursement to the employees for accountings sub- mitted for educa- tion allowance. No action was taken to record these in the Memo- randum Account.
		249950	11 May 1962	185.26	
		310276	6 Sept. 1962	1,274.74	
		249947	11 May 1962	1,300.00	
25X1	[]				

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SUBJECT: Education Allowances for [] Personnel

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b. Follow-up action on Memorandum Accounts

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<u>Employee</u>	<u>Voucher Number</u>	<u>Date</u>	<u>Amount</u>	<u>Remarks</u>
[]	385235	3 June 1963	\$1,160.00	Accountings
	413480	17 Sept. 1963	2,092.00	submitted to
	431542	20 Dec. 1963	3,300.00	clear Memo-
	436886	23 Jan. 1964	30.00	randum Accounts.
	431776	23 Dec. 1963	73.98	

25X1A2E

2. Per paragraph 2 of reference, the excess payment to [] was recovered from the employee on Voucher # 413480 when accounting was submitted on education allowance for 62-63 School Year.

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3. In the interest of strengthening controls on the payments of educational allowances to employees under non-official cover, the amounts paid are being recorded in individual Headquarters Memorandum Accounts.

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[]

[]
Chief, Confidential Funds Division

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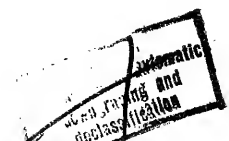
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CFD/O&L/2/HM: [] 24 JUN 1964

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